



ANIMAL CARE SERVICES ADVISORY BOARD

Meeting Minutes

November 20, 2019 6:30 p.m.
4710 State Highway 151, Annex Training Rooms 1 & 2
San Antonio, TX 78227

ACS Board Members: Rita Braeutigam-Chair (District 4), Susan Beldon-Vice-Chair¹ (District 9), Karen Speer-Secretary (District 5), Cynthia Cox (District 1), Martha Banda (District 2), George Garcia (District 3), Kathy Davis (District 6), Valerie Moore (District 7), Katie Jarl (District 8), Sallie Scott (District 10), Michael Shannon¹ (Mayoral)

Ex-Officio Members: Heber Lefgren, Maria Villagómez¹, Dr. Marilyn Gotbeter

I. Call to order

Rita Braeutigam, Board Chair, convened the meeting at 6:27 p.m. Braeutigam introduced new board member Katie Jarl and asked her to tell the board about herself. Braeutigam requested to move Public Comments before Individual Items for Consideration.

Motion: Chair Braeutigam motioned to move Public Comments before Individual Items for Consideration on the meeting agenda.
Garcia seconded the motion.

Vote: Ayes: Braeutigam, Speer, Cox, Banda, Garcia, Davis, Moore, Jarl, and Scott.
Nays: None.
Absent: Shannon and Beldon.

Action: **MOTION PASSED with 9 AYES, AND 0 NAYS. 2 ABSENT.**

II. Public Comments

Two residents signed up to speak.

1. John Bachman
2. Tina Dellinger

III. Approval of Minutes for the August 21, 2019 Animal Care Services Advisory Board meeting and the September 24, 2019 Animal Care Services Advisory Board special meeting

Motion: Davis motioned to approve the August 21, 2019 and September 24, 2019 meeting minutes.
Garcia seconded the motion.

Vote: Ayes: Braeutigam, Speer, Cox, Banda, Garcia, Davis, Moore, Jarl, and Scott.
Nays: None.
Absent: Shannon and Beldon.

¹ Indicates not present at Board Meeting

Action: MOTION PASSED with 9 AYES, AND 0 NAYS. 2 ABSENT.

IV. Approval of the Animal Care Services Advisory Board FY 2019 Annual Report

Director Heber Lefgren led the board in a discussion of the Annual Report. After reviewing highlights from the report and discussing department services and priorities, Lefgren requested the Board approve the report.

Motion: Davis motioned to approve the FY 2019 Annual Report.
Moore seconded the motion.

Vote: Ayes: Braeutigam, Speer, Cox, Banda, Garcia, Davis, Moore, Jarl, and Scott.
Nays: None.
Absent: Shannon and Beldon.

Action: MOTION PASSED with 9 AYES, AND 0 NAYS. 2 ABSENT.

V. Briefing on the July Pet Sales Survey

Chase Fosse, Assistant to the Director, presented to the Board a presentation about the Pet Sales Survey conducted in July 2019. He discussed the background of the survey, outreach efforts, and the results. Full report handouts were provided to Board members.

VI. Discussion of the upcoming Animal Care Services Advisory Board Retreat

The Director led the board in a discussion of the upcoming Advisory Board retreat. He discussed possible timing, facilitation, and goals for the retreat.

VII. Report regarding facility Inspections.

Valerie Moore shared the results of the Brooks Facility inspection. Sallie Scott shared the results of the Paul Jolly facility inspection. Martha Banda shared the results of the ACS main campus inspection.

VIII. Recess

At 8:26 p.m., Chair Braeutigam recessed the meeting into Executive Session for consultation on attorney-client matters related to the purchase, exchange, lease, or value of real property in accordance with Chapter 551 of the Texas Government Code.

IX. Reconvene

The ACS Advisory Board reconvened the meeting at 9:35 p.m. Chair Braeutigam announced that no action was taken in Executive Session.

X. Determination of Next Meeting Date

The next ACS Advisory Board meeting is scheduled for March 18, 2020 at 6:30 p.m.

XI. Adjournment

There being no further business, Chair Braeutigam called for a motion to adjourn the meeting.

Motion: Davis motioned to approve the FY 2019 Annual Report.
Speer seconded the motion.

Vote: Ayes: Braeutigam, Speer, Cox, Banda, Garcia, Davis, Moore, Jarl, and Scott.
Nays: None.
Absent: Shannon and Beldon.

Action: MOTION PASSED with 9 AYES, AND 0 NAYS. 2 ABSENT.
The meeting adjourned at 9:37 p.m.